



# ***JOB OPPORTUNITY***

**CALIFORNIA STATE DEPARTMENT OF INSURANCE**

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## **SENIOR PROGRAMMER ANALYST (SUPERVISOR)**

**\$5,850.00 - \$7,689.00**

### **INFORMATION TECHNOLOGY DIVISION**

### **APPLICATION DEVELOPMENT AND MAINTENANCE BUREAU (ADAM) SACRAMENTO**

#### **RESPONSIBILITIES:**

Under the general supervision of the Bureau Chief, Application Development and Maintenance Bureau, the Sr. Programmer Analyst (Supervisor) manages the Enterprise Application Support 2 development unit. The incumbent is responsible for supervising staff that support the most complex electronic information processing systems and projects. This includes a multitude of public facing computer applications involving computer-based transactions centered on Insurance producers, agents, brokers and business entities. The incumbent facilitates meetings with clients; prepares budget requirements for new IT application projects; coordinates with the National Association of Insurance Commissioners (NAIC) and the National Information Producer Registry (NIPR) in Kansas City, and outside vendors for all Producer Licensing initiatives in a technical liaison role. The Supervisor plans, directs, organizes and assigns staff projects. The incumbent also directs the work of outside consultants and is the approving authority for deliverables. The incumbent will serve as a technical expert and will make technical recommendations to the ADAM Bureau Chief to contribute in the formulation of strategies and policies pertaining to application development and other highly technical issues in support of business strategic direction.

#### **DESIRABLE QUALIFICATIONS:**

##### TECHNICAL SKILLS

- Proficiency with JAVA, Microsoft ASP.NET, C#, web services, XML, XHTML, and JavaScript
- Knowledge and experience using Microsoft SharePoint, CRM, SQL Server Reporting Services
- Knowledge of Structured Methodology, and the application development life cycle
- Strong knowledge and experience in systems analysis/design and computer programming techniques
- Experience with Oracle Developer Suite is a plus

##### INTERPERSONAL SKILLS

- Ability to interact well with others using tact, poise and effective communication skills.
- Willingness to work in a team environment and build from the potential assets of each team member
- Strong verbal and written communication skills
- Ability to handle concurrent assignments and learn difficult concepts quickly, work under pressure and respond well to change

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#### **DO NOT SUBMIT APPLICATIONS TO CalHR**

**AN EMPLOYER OFFERING EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.**

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## **SPECIAL PERSONAL CHARACTERISTICS**

A demonstrated interest in assuming increasing responsibility, utilize sound judgment; loyalty; and discretion. Efficiency and accuracy complete data entry work. Demonstrated ability to organize and prioritize work.

**WHO MAY APPLY:** Applications will be accepted from current State employees at the Senior Programmer Analyst (Supervisor) level, those within transfer range, or those who have list eligibility. Training and Development Assignments may be considered. All applications will be reviewed; however, only the most qualified candidates will be interviewed. Applicants currently on SROA lists or employed by a surplus department are encouraged to apply. Surplus candidates must attach a copy of their letter. ***All applicants must clearly indicate the basis of their eligibility (i.e. SROA, surplus, reemployment, reinstatement, transfer, or list eligibility) on the state application.***

**APPLICATION PROCEDURE:** Send a completed standard [State Application STD 678](#) to Tina Brown, Department of Insurance, Human Resources Management Division, 300 Capitol Mall, Suite 1300, Sacramento, CA 95814. **PLEASE INDICATE "Senior Programmer Analyst (Supervisor) # 413-105-1584-001" ON THE STATE APPLICATION.** APPLICATIONS RECEIVED WITHOUT THE ABOVE INFORMATION MAY NOT BE CONSIDERED FOR REVIEW. **DO NOT EMAIL APPLICATION.** Applications must be postmarked by the final filing date to be considered. For additional information, please call (916) 492-3351 or email [tina.brown@insurance.ca.gov](mailto:tina.brown@insurance.ca.gov).

**FINAL FILING DATE:** December 30, 2013 by 5 p.m., Close of Business

Possession of minimum qualifications will be verified prior to interview and/or appointment. If it is determined an applicant does not meet the minimum qualifications, the application will be forwarded to CALHR for review and the applicant's name may be removed from the eligibility list. If you are applying for more than one recruitment, a separate state application (STD 678) is required for each recruitment for which you would like to be considered.

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